



June 2, 2017

The Owners of Strata Plan LMS4634  
c/o The Wynford Group  
815-1200 West 73rd Avenue  
Vancouver, BC V6P 6G5

**RE: The Owners of Strata Plan LMS4634 – The Access Building**

Dear Unit Owners and The Wynford Group:

Our sincere apologies for the additional strain and disruption to your quality of life over the past few weeks. We understand the stress of being displaced for almost two years was only exacerbated by many owner's recent experiences moving back home.

We appreciate the gravity of the current situation at your building, and are working with all parties involved to ensure the situation is rectified. CMW Insurance and Cunningham Lindsay will be on site Tuesday at 10AM onward to meet with owners that wish to personally discuss their questions and concerns.

JBR Construction, as the lead contractor, has confirmed they are working to correct all deficiencies. In order to ensure the remainder of the project is completed as proficiently as possible, Cunningham Lindsay requests, the following process be followed:

- A deficiency list must be prepared and provided to JBR if one has not already been completed. A deficiency list means any item that was not repaired satisfactorily, not completed or missed entirely. Please ensure you provide your Unit number and name and contact information.
- If there are additional issues you wish to discuss please list those separately and forward this to Michael Jobson at [mjobson@cl-na.com](mailto:mjobson@cl-na.com). Please ensure you provide your Unit number and name and contact information.

Cunningham Lindsay asks that all lists are provided prior to June 15, 2017. If this date causes any concerns or issues, please advise Michael Jobson at 604 230 1557 or [mjobson@cl-na.com](mailto:mjobson@cl-na.com).

We will be working with Mark Canthal of Specs who is the quantity surveyor on this project. It is Mark's role as quantity surveyor to ensure the work is completed to established industry standards and in a timely fashion. Any issues with workmanship will also be reviewed by Mark and if corrections need to be made he will deal directly with JBR and have their sub-trades out to rectify the issues.

There will be funds payable to JBR held back as part of a deficiency holdback, however that number will not be known until Mark has thoroughly reviewed the state of the build and notes all outstanding work. These funds being held back are common in a project of this magnitude and are protection for the Strata and unit owners to ensure work is completed satisfactorily.



When the time comes for Mark to perform inspections on the suites that have issues he has confirmed he can do this on weekends in the hopes unit owners are not inconvenience with taking further time off of work.

Please note, depending on the number of units Mark needs to see this may take some time and we ask that your continued patience and understanding.

When work is to be completed on your suite, arrangements will need to be made to have access keys dropped off to JBR. If you wish to be present when the work is being completed that is up to you as an individual but is not necessary.

Should you have any issues or concerns related to trades or workers not being scheduled in a timely fashion or not showing up, please contact Jeff Kipling at JBR 604 202 1061 or [jkipling@jbrconstruction.com](mailto:jkipling@jbrconstruction.com).

At any time, please do not hesitate to contact myself, Kevin Casey ([kcasey@cmwinsurance.com](mailto:kcasey@cmwinsurance.com)), and Kyla Troll ([ktroll@cmwinsurnace.com](mailto:ktroll@cmwinsurnace.com)) with any concerns whatsoever.

Kind regards,  
**CMW Insurance Services Ltd.**

A handwritten signature in black ink that reads "K Casey".

**Kevin Casey, CAIB**  
Direct No. 604-484-4976  
[kcasey@cmwinsurance.com](mailto:kcasey@cmwinsurance.com)